



Instructions to Authors

Submissions to the *Schizophrenia Bulletin* should be sent to

EEI Communications
ATTN: *Schizophrenia Bulletin*
66 Canal Center Plaza, Suite 200
Alexandria, VA 22314-5507

The editors will consider critical reviews of the literature, articles reporting original observations in laboratory or clinical research, short reports of preliminary or negative research results, workshop reports, first person accounts by patients or family members, and letters to the editor. All materials published in the *Schizophrenia Bulletin* are in the public domain unless otherwise noted.

Manuscripts will not be considered for publication in the *Schizophrenia Bulletin* if the material has been previously published or is being considered for publication elsewhere.

Preparation of Manuscript

Text and Tables: Provide a disk and five copies of the manuscript (one must be an original). Disk version must be compatible with Microsoft Word 97. Be sure it is double-spaced and on one side of the page. Be sure that paragraph starts/breaks are clearly identified with indents and spaces. Present each table on a separate sheet. Be sure to include a text callout for every table. To indicate your preferred positioning, note the table number in the text immediately after the paragraph in which it is described. All abbreviations must be defined on initial use.

Abstract: Provide a brief summary of your article on a separate sheet (approximately 100-150 words; do not exceed 175 words). This will be included as the first paragraph of your article, so do not repeat the text or duplicate part of an introduction. Also provide 4-6 keywords for literature search indexing.

Title Page: Type the article title and the full names of each author on a separate sheet. Do not include academic degrees or institutional affiliation as part of the by-line (these should appear on a separate Author identification sheet). Include a footnote listing the name and address of the author to whom reprint requests should be sent. Do not include information about grant support on the title page (this information should be supplied on a separate Acknowledgment sheet).

Illustrations: Submit two copies of each chart, graph, or other illustration in reproducible form (either original drawings in black ink, glossy prints, or clear laser printer originals). Refer to all illustrative materials as figures. Type the figure number, title, and a brief legend on a separate page. Again, all abbreviations must be defined on initial use.

Footnotes: Use footnotes only when necessary to clarify text material. Indicate them by superior figures in the text. Insert footnotes as separate paragraphs at the bottom of the page on which they are mentioned.

References: Include a list of all articles and books cited in the text. Arrange alphabetically by major author. When referring to these sources in the text, place the authors' names and the date of publication in parentheses immediately after the idea referenced. Works by the same author or authors should be arranged chronologically by date of publication. If more than one source is cited, list them in chronological order by date of publication. (If authors' names are used in the same sentence, place only the date/s of publication in parentheses.) Provide page numbers for all quotes, noting particular sections or quote locations at the point of citation. Spell out all journal titles. Bibliographic style must follow that used in articles in this issue. Be sure to double-space reference list.

Author Identification: Include your own and each author's official title, academic degrees, and academic affiliation as they should be printed. Specify the address to which reprints should be sent. If different than the first author, specify desired corresponding author, complete address, e-mail address, phone numbers, and fax number.

Acknowledgment: Acknowledgment of colleagues' assistance and grant or foundation support should be given on a separate sheet in desired wording.

Review Process

Cover Letter: Authors of scientific articles and letters (not first person accounts) should suggest 5 reviewers who are especially qualified to referee the article and who would not have a conflict of interest. In the cover letter, authors should include an area of expertise, complete address, phone number, fax number, and e-mail (if available) for each suggested reviewer.

Actual choice of reviewers will be made by the Editor-in-Chief and may or may not include any of the authors' suggestions. The Editor-in-Chief may return a submitted manuscript to the author without outside review if he deems it to be of insufficient interest to the readership or if there is little likelihood that it will receive a favorable review. Editorial rejection is done so those authors may expeditiously submit their articles to a more appropriate journal. All other scientific articles and letters to the editor will be subject to peer review.

Artwork for Cover

Art for the cover should be sent to

NIMH/Schizophrenia Bulletin
Attn: Lisa Alberts
Room 8184, MSC 9663
6001 Executive Blvd.
Bethesda, MD 20892-9663

Photographs of art done by current or former mental hospital patients may be submitted for possible reproduction on the cover of the *Bulletin*; the artist must be willing to grant permission for publication of his or her work in this *Bulletin* as well as perhaps in other booklets, published or non-published materials. Art that does not fit the cover area allotted may be enlarged, reduced, and/or cropped. The anonymity of the artist will be preserved if he or she so wishes.

Be sure to protect art before mailing so it does not get damaged by weather or rough handling.